

MESA HOUSING SERVICES GOVERNING BOARD

December 5, 2019

The Mesa Housing Services Governing Board of the City of Mesa met in the lower level meeting room of the Council Chambers, 57 East 1st Street, on December 5, 2019 at 7:32 a.m.

BOARDMEMBERS PRESENT

John Giles, Chairman
Jennifer Duff
Francisco Heredia
David Luna
Gary Nelson
Kevin Thompson

BOARDMEMBERS ABSENT

Mark Freeman
Jeremy Whittaker

STAFF PRESENT

Christopher Brady
Dee Ann Mickelsen
Jim Smith

Chairman Giles excused Boardmembers Freeman and Whittaker from the entire meeting.

1. Items from citizens present.

There were no items from citizens present.

2. Approval of minutes from the April 4, 2019 meeting.

It was moved by Boardmember Luna, seconded by Boardmember Thompson, that the minutes from the April 4, 2019 Mesa Housing Services Governing Board meeting be approved.

Upon tabulation of votes, it showed:

AYES – Giles-Duff-Heredia-Luna-Nelson-Thompson

NAYS – None

ABSENT – Freeman-Whittaker

Mayor Giles declared the motion carried unanimously by those present.

3-a. Hear a presentation and discuss updates to the City's Housing Choice Voucher Programs including utilization, funding, and expenditures.

Housing Supervisor Mary Brandon displayed a PowerPoint presentation (**See Attachment 1**) and stated she will be presenting the quarterly updates and goals for 2020.

Ms. Brandon illustrated the percentage of units leased per month compared with the expenditures for rental payments. She discussed utilization was down due to receiving 28 new

mainstream vouchers and working with the Department of Child Services (DCS) on referrals for using Family Unification vouchers, which takes time to process. She reported 40 referrals have been received and 13 have been leased. (See Pages 2 and 3 of Attachment 1)

Ms. Brandon explained Veterans Affairs Supportive Housing (VASH) referrals have increased from 14 in 2018 to 41 for 2019. She informed Council that the local Housing and Urban Development (HUD) office contacted staff asking if the City would transfer some vouchers to the Arizona Department of Housing which has a new complex being built in Prescott and they are short the vouchers needed to fill the complex. She mentioned staff feels comfortable giving 31 vouchers of the current 191, adding Mesa has not utilized over 160 in over two years. She pointed out giving the vouchers would help with the utilization and will assist more homeless veterans receiving housing, although not in Mesa.

In response to a series of questions from Boardmember Luna, Ms. Brandon stated Mesa would not be able to recover the transferred vouchers. She explained every two years the City can apply for additional vouchers, adding Mesa has not reached total utilization in the last four years. She reported there are no emergency vouchers, but veterans that have graduated from casework are eligible to receive regular vouchers for housing.

In response to a question from Boardmember Duff, Ms. Brandon indicated once vouchers are allocated the City does not lose them. She continued by saying the City would lose the administration fee and the Housing Assistance Payments (HAP) money, which would not be received anyway if the vouchers are not used, and that future allotments will not be affected.

In response to a question from Boardmember Heredia, Ms. Brandon clarified Mesa is allotted 191 and today 139 are being utilized. She reported giving away 31 leaves 160 available. She announced one to two per month become available due to veterans transferring to another city or passing away.

In response to a question posed by Boardmember Thompson, Ms. Brandon explained referrals are evaluated to determine the type of housing needed and where housing vouchers are available and are placed based on availability.

In response to a question from Mayor Giles regarding the reason for an increase in VASH referrals in 2019, Ms. Brandon described the regional outreach effort to receive more referrals for housing and the veterans who needed transitional medical care are now becoming more independent and able to utilize VASH.

Mayor Giles stressed the importance of utilization of the housing vouchers and stated he is supportive of the voucher transfer.

Ms. Brandon explained she would inform the local HUD representative of the intent to transfer 31 vouchers back to the Arizona Department of Housing to reallocate to Prescott, which will then go to national headquarters for finalization. She added once the process is complete, she will come back to Council for approval.

Ms. Brandon summarized the 2019 Administrative Fee Funding. She stated costs are going up due to market rate rental prices increasing. She explained although the chart shows over 100% of the allocation being spent, there was a reserve from last year and HUD-held reserves for HAP are available. She described the administrative fee per unit leased and the total

administrative fee this year is \$1.1 million, adding the forecast for spending will be just under \$1 million. She advised 86% of the administrative fee is spent on personal services and salaries. (See Page 4 of Attachment 1)

Ms. Brandon reported Mesa continues to seek Family Unification Program and Mainstream vouchers by working with DCS. She highlighted the Family Self-Sufficiency (FSS) graduation on November 15th which celebrated seven graduates who received a share of \$72,000 of accumulated escrow. She presented the Increasing Housing Opportunities in Mesa (IHOM) Program, which receives funds through the Salt River Pima-Maricopa Indian Community Gaming Grant and assisted 30 participants with application fees and vacancy payments. (See Page 5 of Attachment 1)

Ms. Brandon explained the 2020 goals include having a dedicated staff member for landlord support and building relationships through program education to recruit and retain landlords and increasing customer service to streamline the process.

Ms. Brandon informed Council over the next couple of weeks the Community Services and Animal Control departments will be moving to 200 S. Center and will be back open to the public on December 11th.

In response to a question from Boardmember Thompson, City Manager Christopher Brady confirmed Housing Services will have security at their new location on Center Street.

Chairman Giles thanked staff for the presentation.

5. Adjournment.

Without objection, the Mesa Housing Services Governing Board meeting adjourned at 7:50 a.m.

JOHN GILES, CHAIRMAN

ATTEST:

DEE ANN MICKELSEN, CITY CLERK

I hereby certify that the foregoing minutes are a true and correct copy of the minutes of the Mesa Housing Services Governing Board meeting of Mesa, Arizona, held on the 5th day of December 2019. I further certify that the meeting was duly called and held and that a quorum was present.

DEE ANN MICKELSEN, CITY CLERK

Housing Services Governing Board

Quarterly Update

Ruth Giese - Mary Brandon

December 5, 2019

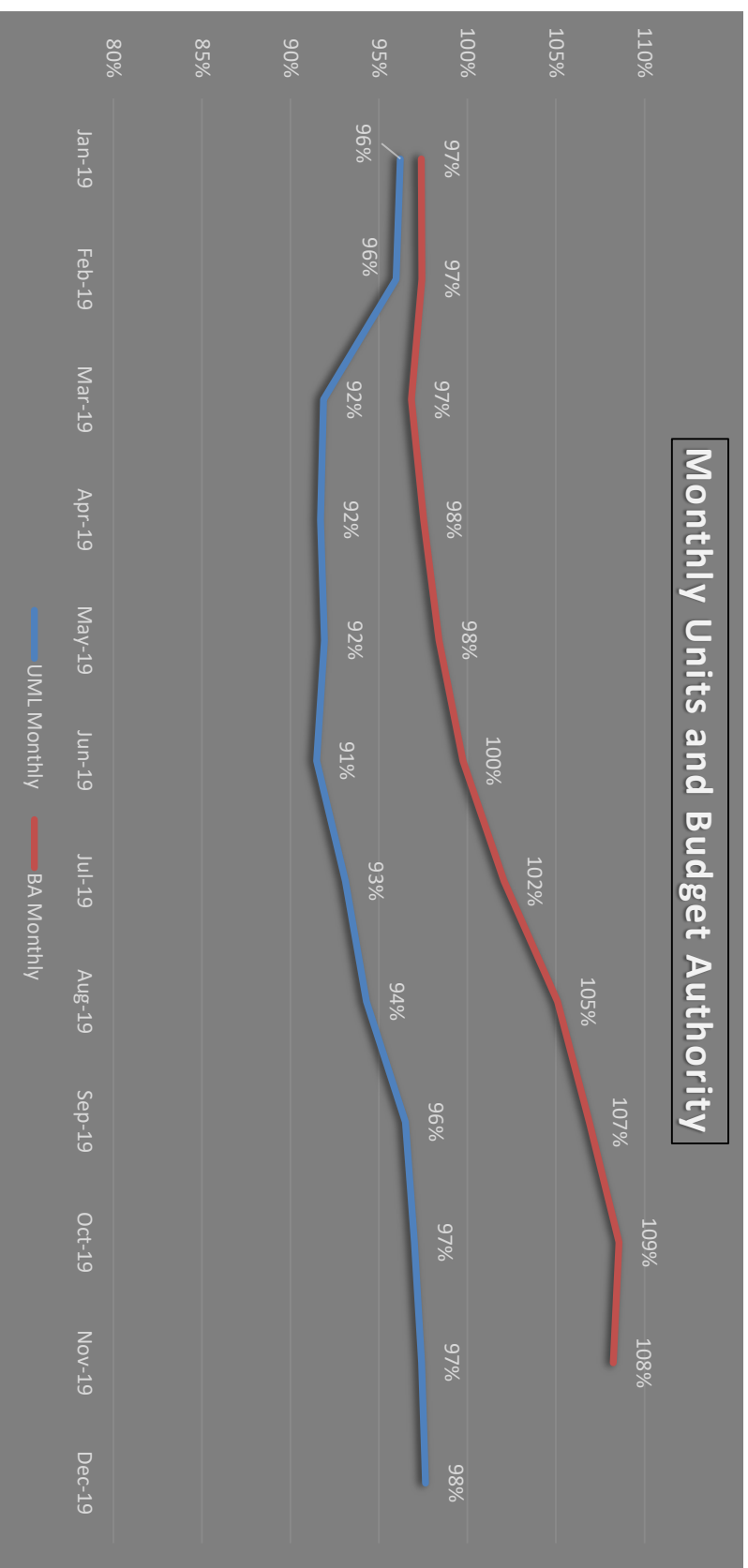


Housing Services Governing Board Agenda

AGENDA

- ❖ 2019 Agency Updates
- ❖ Goals for 2020

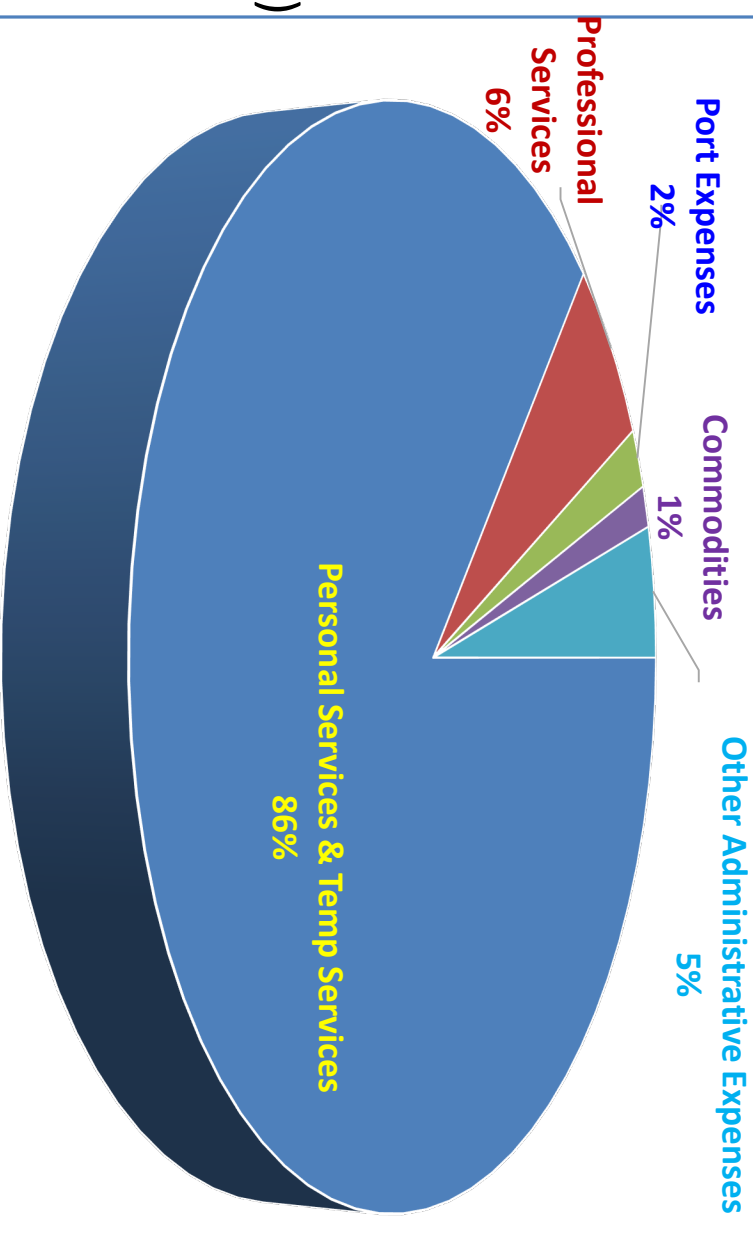
Housing Services Governing Board Utilization



2019 Administrative Fee Funding

Housing Services Governing Board Admin Fee Funding

CY 2019 Admin Fee Eligible	\$1,119,944
CY 2019 Actual Fee Spent (forecast)	\$959,319
Projected end of 2019	86%



Housing Services Governing Board 2019

What Happened in 2019

- ❖ Family Unification Program vouchers
- ❖ Mainstream/Non-elderly Disabled vouchers
- ❖ FSS Graduation November 15, 2019
 - ❖ 7 graduates
- ❖ IHOM (increasing housing opportunities in Mesa)

Housing Services Governing Board 2019

2020 Goals

- ❖ Implementing creative ways for landlord outreach, recruitment and retention
 - ❖ Staff assignment
 - ❖ Build relationships
 - ❖ Education
 - ❖ Incentives
- ❖ Housing opportunities for Veterans
- ❖ Customer Service – The Mesa Way

Housing Services Governing Board

Questions?